

Seekonk Housing Authority  
August 13, 2019  
Minutes

A regular meeting of the Seekonk Housing Authority was held on August 13, 2019 at the Seekonk Commons Community Room located at 25 Chappell Street, Seekonk, MA. Chairman James Tusino called the meeting to order at 6:00 p.m.

I. Roll Call

Members Present: James Tusino, Claudette Lockwood and Stephen Sprague  
Members Absent: David Gault

II. Minutes

Stephen Sprague made a motion to approve the minutes of June 4, 2019 as presented. Claudette Lockwood seconded the motion. Voted 3-0.

III. Warrant

Stephen Sprague made a motion to approve the Warrants for the month of June 2019 and July 2019 as presented. Claudette Lockwood seconded the motion. Voted 3-0.

IV. Director's Report

- A. Monthly Financial Statements. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the monthly Financial Statements for the period ending May 31, 2019 and Year End Financial Statements for the period ending June 30, 2019.
- B. Tenant Accounts Receivable Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the period ending June 30, 2019.
- C. Vacancy Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Vacancy report for the period ending June 30, 2019.
- D. Stephen Sprague made a motion to approve a Certificate of Compliance with Notification Procedures for Federal and State Lead Paint Laws. Claudette Lockwood seconded the motion. Voted 3-0.
- E. Modernization Report.
  - 1. Roof Replacement #265044. The Executive Director reported that the kickoff meeting for the Community Room Roof was held on August 1, 2019. Work will begin next week and the project is to be completed within 60 days.
  - 2. Credit Card Policy. The Executive Director stated he sent the Credit Card Policy prior to this meeting for the Board's review. There were no questions. Stephen Sprague make a motion to authorize the Credit Card Policy as presented. Claudette Lockwood seconded the motion. Voted 3 – 0.

V. Administrative.

1. The next meeting of the Seekonk Board of Commissioners will be held on September 3, 2019.

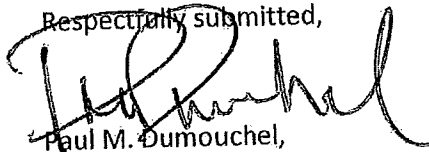
VI. Open Comments.

1. A Seekonk Commons resident inquired about the outside doors on some of the building units. She stated that the glass is foggy and could the glass insert be replaced. There was some discussion on the deterioration of the seal around the glass from sun damage. Maintenance will be asked to look at the doors and replace the glass insert on those that need replacement.
2. A Seekonk Commons resident discussed the parking spaces in and around the SHA office building. She stated that there is confusing between tenant, resident and employee parking. It was mentioned that painting reserved or numbers on the parking spots is a possible solution. The Executive Director will have Jim Feyler, Maintenance Director of AHA, follow up with Maintenance on a solution.

VII. Motion to Adjourn.

Stephen Sprague made a motion to adjourn the meeting at 6:15 p.m. Claudette Lockwood seconded the motion. Voted 3 - 0.

Respectfully submitted,



Paul M. Dumouchel,  
Management Agent  
Attleboro Housing Authority